

PREORDER/INQUIRY PORTABLE EVENT PACKAGE



Event (PLC or RTI)	Start Date (Must be after 6/15/2020)	Number of Registrants	Total
		GRAND TOTAL	\$

REGISTRANT

Name _____
 Position _____
 Organization _____
 Address _____
 City/State/ZIP _____
 Daytime Phone _____
 Fax _____
 Email (required) _____

BILL TO (IF DIFFERENT)

Name _____
 Position _____
 Organization _____
 Address _____
 City/State/ZIP _____
 Daytime Phone _____
 Fax _____
 Email (required) _____

METHOD OF PAYMENT

Registrations will be processed after payment is received.

- Check enclosed (Payable to Solution Tree)
 Purchase Order enclosed (We will process your registration when we receive your official purchase order and completed registration form.
 All purchase orders must note payment terms of net 30 days from the date of invoice.)

Visa MasterCard Discover American Express

Card Number _____ Expiration Date _____

Cardholder Name _____

Cardholder Signature _____

All cancellations must be in writing and sent to registration@SolutionTree.com or faxed to 866.390.4161. Cancellations more than 90 days prior require a \$75 processing fee per person. Cancellations between 10 and 90 days require half of the registration fee per person. There are no refunds for cancellations to the event less than 10 days prior.